



City of Kyle - Parks & Recreation Department

City Square Park Marquee Request Form

300 W. Center St
(512) 268-5341

PO Box 40
Fax - 268-0675

Kyle, Texas 78640
email - parks@cityofkyle.com

The City of Kyle Parks and Recreation Department operates and maintains the marquee located in the City Square Park. Occasionally, when space and time permits, the public may request notices, announcements and information to be placed on the marquee. The placement of these items are left to the discretion of the PARD Director and appointed staff. **In no way does requesting to have something placed on the marquee guarantee that it will be placed on the marquee.** Please fill out this request form, complete all requested information and sign the request form before sending form to Parks Department office.

Requested message. There is 18 character spaces and 4 rows, including spaces and punctuations.

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Name of Requester: _____

Mailing Address: _____ City/Zip: _____

Daytime Phone: _____ Today's Date: _____

I request the above message to be placed on or before this date: _____

I understand that this request is not a guarantee that the message will be displayed. I release the City of Kyle PARD, the staff and employees of the City of Kyle PARD from any and all damages and liabilities if the message contains errors, omissions or corrections. All proceeds, profits and revenue from events advertised in the messages support non-profit, charitable organizations that can supply the City of Kyle PARD with proper identification and documentation to support that claim. I, the undersigned, have read and agree with all terms of this request and am duly authorized to make this request and sign this form.

X _____ **Printed:** _____